

Wake Forest High School
Cougar Club Meeting Agenda
September 6, 2022
WFHS Media Center, 6:00 pm

-Minutes-

Attendance
Jeff Dunbar – AD, Robyn Lester – President, Mac McDaniel – VP, Melanie Sweeney – Treasurer, Jill Stubbs – Secretary, Cheerleading Natalie Dautel, Cross Country/Track Patrick Marshall, Football Chris Williams and Amy Johnson, Soccer Susan Conroy (M) and Jennifer Kaplan (W), Tennis (W) Tamar Harns Warren, Wrestling Heather Wilman, Baseball Caryn McDaniel, Softball Karen Henault, Lacrosse Jessica King (M) and Danielle John, Matt Moore, John Sweeney, Jessica King, Caroline Collupy, Stu Sealy, Mindy Sealy, Nikki Kabel, and Amy Warren

1. **Welcome Intro** – Robyn Lester, President of Booster Club, called meeting to order and introduced the new Board members Mac McDaniel VP, Melanie Sweeney Treasurer, and Jill Stubbs Secretary. She explained that Team Rep has voting rights on topics involving sports programs and events. Also, Team Reps can add items to the Agenda by letting Board know before next meeting by emailing the item to Robyn in advance. She reminded attendees to sign in at the front when attending meetings and to scan the QR code to access the meeting Agenda.

2. **Treasurer Report** – Melanie provided an update on the Booster account balance. On July 1, 2022, the account was $30k+ in negative. Following hard work and dedication by the AD, President, Board members and many volunteers and through many successful events to date (including sponsorships, donations, HSOT, Cougar Camp apparel sales, membership pass sales, and football concessions), the account now has a positive balance of $77k+ which has exceeded expectations. All attendees cheered such an accomplishment! She explained that the Board has been working closely w/AD Dunbar to figure out details of all income and expenses to properly budget and allocate funds to run our athletics programs and make plans to enhance it in the future. Some unexpected invoices were received for cheer/football. Uniform cycle worksheet has been shared so it can be accounted for in the future. Goal is to create a healthy balanced budget.

3. **Athletics Director Report** – AD Dunbar gave an update on Fall sports (Football undefeated, Soccer is going good, Volleyball hitting 500). Next, he provided high level overview of the budget for the athletic program as it stands today:

    - **Cost to run WFHS athletics program = $180-200k breakdown:**
        - Officials, police, gate workers, game admins, Fall/Winter/Spring supplies, bus drivers, CDL driver classes, training supplies, uniform rotation, memberships, awards, coach ed, tournament fees, operation supplies detergent, activity bus maintenance, 3 ice machines = $100k

- Upkeep/Maintenance (painting, moving, fuel, recon of football and Lacross helmets, safety, new uniforms rotation, Hall of Fame event, transportation, play-off championships - $80-100k.

- **Income comes from:**
  - Booster Club: $100k+ (From membership pass sales $20-25k, Concessions average $5k/varsity football game, Apparel sales $10-20k, sponsorships and donations.)
  - Gate (Go Fan): Approx. $100k (From primarily football game ticket sales $50-60k)

AD Dunbar noted that a top priority is to get new wrestling mat. Wrestling Team Rep noted that a new pad is needed asap to avoid injuries as there is a whole in the pad, and they are going park cars at NC State game in September to earn funds.

4. **Fundraising –** Lacrosse parent is looking into volunteer opportunities at PNC arena, and CFCU Music Park at Walnut Creek.

5. **BoosterHub – boosterhub.com**. Robyn advised that this tool is designed to centralize all things related to athletic booster (concession sales, volunteering for football, sign-ups, fundraising, communications). Board is hoping to get all sport team parents into BoosterHub. Currently there are 508 members in the database. Board is working through bugs and there has been a learning curve and hiccups getting parents connected. Discovered that Cashier works best from website, not the app.

   Best way to get connected is to go to the website link designed specifically for our BoosterHub:
   wakeforestcougars.boosterhub.com.

   Getting Connected:
   Goto website: wakeforestcougars.boosterhub.com, click REGISTER HERE to join our Booster Club, fill out info on site as parent or student and message will go to Robyn so she can register and send out a link. Must download add to receive communications. Suggestion: If teams have list of names and emails, someone can load that in and connect parents to team. Team Rep can get parents on quickly and then they can tag their sport. Robyn will add volunteer positions so teams can sign up volunteers and/or create sign-ups.

   JV football concessions: Varsity parents are going to handle.
   Support Team: Link on website to access support.
   We now have a dedicated wifi and hot spot.

6. **Committee Reports** –
   Apparel: Natalie taking lead on sales and Stephanie Walker handling the ordering. Update on Sales: $5k at cougar camp, $12k in the last month.
   Selling apparel at home varsity football games only. If other teams want to sell at their game, will need more volunteers, see Natalie. If a Team asks for apparel table, they will come.
   Ship on Site – also sells our apparel. Basketball concessions – Stephanie suggested bringing a few items to sell at concessions. Teacher workday – Amy will sell on 9/15 in school to catch the

teachers who wants spirit wear. Melanie dropping BSN order tomorrow. Theatre Dept – tumblers not selling anymore or the baseball hats.

7. **Wake County Website** – Wake County is changing from SportsEngine to new hosting server soon. Robyn and AD Dunbar are creating the site on the backend, just waiting for Wake County to make it live. New sports website coming soon, old site links have been disabled.

8. **Other**:
   Committee Chairs needed:

   - Concessions (ordering and restocking) – Open. Role: Touch base w/Team Rep and do restocking. The idea is that this volunteer does not actually run the concessions but makes sure they have supplies and happen. Chair for Concessions would have to keep track of who is volunteering. 3-4 people to meet delivery and stock concession stand shelves. Pepsi Delivery: Wed AM, Fri PM around noon.
   - Corporate Sponsorship – Amy. Thank you for stepping up.
   - Fundraising Event – Open – Ideas: wine/spirit pool to bring all teams together.
   - WFHS Cougar Club Membership – Caryn McDaniel.
   - Tech/Social Media – Jeris. Thank you for stepping up.
   - Reverse Raffle Evening – Tennis Rep. interested in volunteering. This event will be in Spring around Feb/Mar 2023. Need location (last time it was in backyard of big sponsor) or considering Corner in WF. Formal and limited to 100 tickets. Add the wine pull to it.
   - Bud's Tavern – Suggestion for Fall fundraiser barn fire.
   - Food Truck – Working on truck to turn quick items. 30 mins for hotdog too long.

9. **Membership Passes**
   Caryn provided update on Sales: 80 student passes, 100 adult passes, 125 family passes = totaling $20k have been sold. For now, Board will keep selling passes til start of basketball season, so Winter sport parents have chance to buy, if they weren't able to buy them in the Fall.

   Robyn and AD Dunbar noted that school account from gate funds and Booster account from donations, sponsorships, concessions need to balance. Board will monitor.

   Note to share with all teams: Passes will be confiscated if students are caught sharing them. There will be a list at the gate for all fall athletes and Winter athletes free admin.

   List of upcoming dates:

   9/6 Booster Meeting
   9/15 Spirit wear during lunch and meet the teacher.
   9/16 Induction into Hall of Fame from 2020 and catch up. Recognized at ½ time.
   9/17 – Banquet for Induction into Hall of Fame - Bud's Tavern. Sponsors and Inductees automatically get tickets but open to everyone.
   9/30 Food Masters Golf Tournament – Matt provided update on sign up. All proceeds go to WFHS Booster club. Location: Reedy Creek (entire course is reserved for this event.) Cost: $75pp or $300/team includes beverages, lunch, bbq dinner. Planning to have 1st annual best 4some score and trophy for sports team to display.
   $100 hole sponsorships. Shotgun start at 11:30 lunch and dinner.

Check-in and beverage cart (Karen) volunteers needed. Coaches need subs to attend if anyone is a sub teacher. Robyn will get plaque for teams for winners.
10/31 – Winter sports mtg
11/7 – Winter sports parent mtg.

Meeting adjourned at 7:17 pm.